



CHILD SAFETY CODE OF CONDUCT



Help for non-English speakers

If you need help to understand the information in this policy please contact the front office on (03) 9822 3247

PURPOSE

Our Child Safety Code of Conduct sets out the expected behaviour of adults with children and young people in our school.

The Child Safety Code of Conduct applies to all physical and online environments used by students. It also applies during or outside of school hours and in other locations provided by the school for student use (for example, a school camp).

ACCEPTABLE BEHAVIOURS

All Auburn High School staff, volunteers, homestay hosts, contractors, service providers, school council members and any other adult involved in child-connected work must follow the Child Safety Code of Conduct. We are responsible for supporting and promoting the safety of children by:

- treating students and families in the school community with respect both within the school environment and outside the school environment as part of normal social and community activities.
- upholding child safety at all times and adhering to our Child Safety Responding and Reporting Obligations Policy and Procedures and the [PROTECT Four Critical Actions](#)
- report any child safety concerns to Auburn High School Student Wellbeing Coordinator and leadership
- reporting any allegations of child abuse to Auburn High School's Student Wellbeing Coordinator and/or leadership, and ensure any allegation is reported to the police or Child Protection
- if an allegation of child abuse is made, ensure as quickly as possible that the child(ren) are safe
- encouraging children to 'have a say' and participate in all relevant organisational activities where possible, especially on issues that are important to them
- taking all reasonable steps to protect children from abuse
- treating everyone with respect
- listening and responding to the views and concerns of children, particularly if they are telling you that they or another child has been abused and/or are worried about their safety or the safety of another
- promoting the cultural safety, participation and empowerment of Aboriginal students, students with culturally and/or linguistically diverse backgrounds, students with a disability, international students, students who are unable to live at home, neurodivergent students and those who identify as LGBTQIA+ students

- ensuring that, as far as practical, adults are not left alone with a child in a space that hinders visibility from others
- understanding and complying with all reporting or disclosure obligations (including mandatory reporting) as they relate to protecting children from harm or abuse

UNACCEPTABLE BEHAVIOURS

As staff, volunteers, contractors, and any other member of the school community involved in child-related work we must not:

- ignore or disregard any concerns, suspicions or disclosures of child abuse or harm
- develop a 'special' relationship with any student that could be seen as favouritism or amount to 'grooming' behaviour or favouritism (for example, the offering of gifts or special treatment for specific children)
- display behaviours or engage with students in ways that are not justified by the educational or professional context
- ignore an adult's overly familiar or inappropriate behaviour towards a student
- discuss intimate topics or use sexualised language, except when needed to deliver the school curriculum or professional guidance (for example where possible avoid physical contact in demonstrations and activities)
- put children at risk of abuse (for example, by locking doors)
- do things of a personal nature that a child can do for themselves, such as toileting or changing clothes
- engage in open discussions of a mature or adult nature in the presence of children (for example, personal social activities)
- discuss content of an intimate nature or use sexual innuendo with students, except where it occurs relevantly in the context of parental guidance, delivering the education curriculum or a therapeutic setting
- use inappropriate language in the presence of children
- express personal views on cultures, race or sexuality in the presence of children
- treat a child or student unfavourably because of their disability, age, gender, race, culture, vulnerability, sexuality or ethnicity
- communicate directly with a student through personal or private contact channels (including by social media, instant messaging, texting, etc.) except where that communication is reasonable in all the circumstances, related to schoolwork or extra-curricular activities or where there is a safety concern or other urgent matter
- have contact with any student outside of school hours except when needed to deliver the school curriculum or professional guidance and parental permission has been sought (for example, no babysitting). Accidental contact, such as seeing people in the street, is appropriate
- photograph or video a child or student in a school environment except in accordance with the Photographing, Filming and Recording Students policy or where required for duty of care purposes
- consume alcohol without School Council approval or take illicit drugs under any circumstances in the school environment or at school events where students are present

BREACHES TO THE CHILD SAFETY CODE OF CONDUCT

All staff, volunteers, contractors and any other member of the school community involved in child-connected work who breach this Child Safety Code of Conduct may be subject to

disciplinary procedures in accordance with their employment agreement or relevant industrial instrument, professional code or terms of engagement.

In instances where a reportable allegation has been made, the matter will be managed in accordance with the Department of Education and Training Reportable Conduct Scheme Policy and may be subject to referral to Victoria Police.

All breaches and suspected breaches of the Auburn High School Child Safety Code of Conduct must be reported to the principal. If the breach or suspected breach relates to the principal, contact the Senior Education Improvement Leader, Eva McMaster, on (03) 7505-4317 or 0408-053-259.

CHILD SAFETY CODE OF CONDUCT AGREEMENT

By observing these standards, you acknowledge your responsibility to immediately report any breach of this code to Auburn High Student Wellbeing Coordinator and/or the Principal Class.

If you believe a child is at immediate risk of abuse phone 000.

I agree to adhere to this Code of Conduct:

- Name:
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- Signature:
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- Date:
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For homestay hosts:

I agree to adhere to this Code of Conduct. I have read and understand the Auburn High School Child Safe Policy, Child Safe Responding and Reporting Policy and Auburn High School Critical Actions for Homestay Families and agree to adhere to the guidelines contained within, for the safety of all children.

- Name:
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- Signature:
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- Date:
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POLICY REVIEW AND APPROVAL

Created date	10 October 2022
Consultation	Principal & School Council

Endorsed by	School Council
Endorsed on	15 th November 2022
Next review date	November 2024